

The Odisha Gazette

EXTRAORDINARY
PUBLISHED BY AUTHORITY

No.655, CUTTACK, TUESDAY, MARCH 18, 2025/ FALGUNA 27, 1946

HOME DEPARTMENT

NOTIFICATION

The 17th March, 2025

S.R.O.No.167/2025 — In exercise of the powers conferred by sub-section (1) of Section 26 of the Odisha Fire and Emergency Service Act, 1993, the Governor of Odisha hereby makes the following rules further to amend the Odisha Fire Prevention and Fire Safety Rules, 2017, namely:-

1. Short title and commencement:- (1) These rules may be called the Odisha Fire Prevention and Fire Safety (Amendment) Rules, 2025.

(2) They shall come into force on the date of their publication in the *Odisha Gazette*.

2. In the Odisha Fire Prevention and Fire Safety Rules, 2017 (hereinafter called the said rule), in rule 2, after clause (l) of sub-rule (1), the following clauses shall be inserted, namely:-

“(l-a) “Licensing Authority” means an officer specifically authorized by the State Government to issue license for undertaking or executing fire prevention and Fire safety measures or performing such other related activities required to be carried out under this rule; and

(l-b) “Licensed Agency” means a person or an association of persons granted license by the Licensing Authority for undertaking or executing fire prevention and Fire safety measures or performing such other related activities required to be carried out under this rule;.”

3. In the said rules, in rule 9, after sub-rule (12), the following sub-rules shall be inserted, namely:-

“(i) (13) In case of existing buildings constructed or occupied after 1982 and prior to the commencement of the Odisha Fire Prevention and Fire Safety Rules, 2017, on receipt of an application from the owner of the building, without sacrificing reasonable safety, the Director may grant exemption from the condition of plan approval of the building as required in Form III and IV.

(ii) (14) Certificates to be issued by a Licensing Agency.—

(a) A certificate regarding the compliance of the Fire prevention and Fire safety measures in a building or premise or occupancy as required by or under the provisions of the rule shall be issued by a Licensed Agency in “Form-IV (A)” and uploaded along with application for issuance of Fire Safety Certificate or for the purpose of renewal of Fire Safety Certificate; and

(b) A Self Certificate shall be uploaded by the owner of a building or premise or occupancy that has been issued with a Fire Safety Certificate by the Fire Department twice a year in the months of January and July. This certificate will be issued by a Licensed Agency that will certify regarding the proper maintenance of fire prevention and Fire safety measures in the building or premise or occupancy and that they have been checked and found to be in good working order. This certificate shall be issued in “Form-IV (B)” and uploaded in the designated portal of the Fire Department with a minimum of 20 photos as evidence of different stages of inspection. For the Residential buildings or Premises or occupancies, the certificate issued by a Licensed Agency shall be valid for one year. ;

(iii) (15) Eligibility to act as licensed agency.— No person shall be eligible to apply for grant of license to act as a Licensed Agency; and shall be granted a license to act as Licensed Agency, unless she or he,-

(a) possesses at least any of the following qualifications, namely. —

- (i) A degree or advance diploma or diploma in Fire Engineering awarded by the National fire service college, Nagpur, Ministry of Home Affairs, Govt of India; or
- (ii) Fellow of fire engineering of the institution of Fire engineer (UK) or M.I. Fire (UK) or A.M.I.E. Fire India, Graduate examination of the institution of fire engineer (UK) or the institution fire engineer (India);or
- (iii) A degree or diploma in mechanical or electrical or chemical or civil engineering form a recognized university and have experience of at least three years in executing fire prevention and fire protection system, as laid down in the National Building Code or the code published by the National Fire Protection Association (NFPA, USA) 2008, as amended from time-to-time.

(b) holds a solvency certificate for an amount as may be specified with the approval of the State Government;

(c) has, during the period of three (3) years immediately preceding the year of making the application, executed the work in relation to Fire Prevention and Fire

Protection system; or holds a certificate as under sub-clause (i) and (ii) of clause (a) of sub-rule 15 above;

(d) has adequate machinery, tools and other requisite equipment in relation to fire Prevention and Fire Protection systems; and

(e) has not been black-listed by any Government Department or Organization or any other State Government or by the Union Government. ;

(iv) (16) Application to be made for license agency, manner of making it and fees in respect thereof,-

(a) every application for license to act as Licensed Agency for the purposes under the rule shall be in “Form-XVIII”;

(b) such application will have to be submitted in the designated online portal notified by the State Government; and

(c) every such application shall be accompanied by the following . —

(i) Fee:

Class of authority or Licensed Agency	Minimum Solvency Certificate For (rupees in Lakh)	Prescribed limit for execution of the Works as per estimated cost(rupees in Lakh)	Cost of Annual works minimum executed in the Last three years(rupees in Lakh)			Registration (Fee in rupees)
			Fire Fighting system installation such as hydrants, sprinklers, pumping etc	Detection and Fire separation System	Passive protection such as cable protection, Fire Doors etc.	
(1)	(2)	(3)	(4)	(5)	(6)	(7)
A	15.00	Unlimited	500.00	200.00	200.00	25000
B	10.00	1000.00	300.00	100.00	100.00	15000
C	5.00	600.00	200.00	50.00	50.00	5000
D	2.50	300.00	100.00	25.00	25.00	2500

(ii) Documents as may be specified by the State Government and which shall include the following, namely.-

(a) solvency certificate for and appropriate amount as specified under clause (b) of sub-rule (15) and shown above;

(b) attested copy of deed of partnership and power of attorney or articles of memorandum of association or affidavit on stamp paper in case the individual is the sole proprietor of the firm;

(c) last three years certificates from the concerned department, i.e. Odisha Fire and Emergency Service regarding satisfactory completion of works;

(d) orders of works in hand in current year (up to the prescribed amount for that class);

(e) copies of last three years certificate from a chartered accountant or registered income tax practitioner in the prescribed form in case of private works;

(f) if the application for registration is made for the first time for a specific class, the applicant is required to have executed at least one work up to the maximum amount in the class, which falls by one class below the specific class, applied for;

(g) certificate regarding appointment of at least one officer possessing any of the qualifications specified in clause (a) of sub-rule (15);

(h) attested passport size photographs of partners or directors or individual proprietor and also of the officer or officers referred to in sub-clause (b);

(i) attested copy of GST registration certificate;

(j) affidavit on appropriate stamp paper, stating that his or her firm is not black listed by the Government or any semi Government organization; and

(k) list of technical staff with their qualifications;

(v) (17) License to act as Licensed Agency. —

The License to act as a Licensed Agency shall be granted in “Form-XIX” and shall be subject to the following condition, namely,-

(a) The license shall be:

(i) non-transferable,

(ii) valid for five years from the date of issue, unless suspended or cancelled earlier, and

(iii) renewable, if any, if so desired, before expiry of the License.

(b) Changes, if any, in respect of the, —

(i) partners, Directors or member; and

(ii) address of the office of the Licensed Agency, shall be forthwith reported to the Authority issuing the license.

(c) The Licensed Agency shall always keep the work, executed, or being executed by it, open for inspection by the Director General of Fire & Emergency Service or officer authorized by the Director General.;

(vi) (18) Renewal of License.-

An application for renewal of a license granted under sub-rule (17), shall also be made in “Form-XVIII” and shall be accompanied by fee specified under sub-clause (i) of clause (c) of sub-rule (16) and also documents as mentioned in clause (ii) of clause (c) of sub-rule (16).

(vii) (19) Additions to License held by Licensed Agency.-

(a) any person holding a license to act as a Licensed Agency for any class or description, as granted or renewed under sub-rule (17), and who is also eligible to act as a Licensed Agency for any other class or description, may apply in “Form-XVIII” for the addition of such other class or description to the license; and

(b) the provisions of sub-rule(16) shall apply to an application made under clause (a) of sub-rule (19) as if the said application were for grant of a license under sub-rule (17), for the class or description which the applicant desires to be added to his license; and

(viii) (20) Notice to show cause why license be not suspended or cancelled:- Where any person to whom the License has been granted contravenes any provisions of the Act or of the rules or fails to comply with the conditions of the license or is unfit by reason of incompetency, misconduct or any other grave reason, a notice to show cause as to why the license granted to him to act as Licensed Agency should not be suspended or cancelled will have to be given to such person by the Licensing authority in “Form-XX”;

4. In the said rules, in rule 15, after sub-rule (2), the following sub-rule shall be inserted namely. —

“(2A) A person, who has worked in the Odisha Fire and Emergency Service for a period of not less than ten (10) years as a regular Fire Service personnel and is below Sixty five (65) years of age, will be exempted from undergoing the prescribed training in sub-rule (2) of rule 15 to work as Fire Safety Supervisor.”

5. In the said rules, in rule 22, after sub-rule (5), the following sub-rule, shall be inserted, namely.—

“(6) Licensed agency to carry out work of providing Fire prevention and Fire Safety measures.-

(a) no person other than a Licensed Agency shall carry out the work of providing fire prevention and life safety measures or performing such other related activities required to be carried out in buildings or Premises or occupancies:

Provided that, if the State Government is satisfied that, for any reason, to be recorded in writing, the owner or occupier is not able to carry out the measures in

any such place or building or premise or occupancy through a Licensed Agency, another person or persons may be authorized to carry out such work, and any work carried out by such authorized person or persons shall be deemed to be carried out by a Licensed Agency.

(b) no Licensed Agency or any other person claiming to be such Licensed Agency shall give a certificate under rule regarding the compliance of the fire prevention and life safety measures or maintenance thereof in good working condition, without there being actual compliance or maintenance. Any certificate issued without testing and audit will lead to the licensing agency being black-listed, besides other legal liabilities.”

6. In the said rules, in Form-III.—

(a) after clause (3), the following clause shall be inserted, namely:-

“(3a) For buildings built and in use before commencement of the Odisha Fire Prevention and Fire Safety Rules, 2017 and has no approved building plan, application for Fire Safety Certificate shall be accompanied by a plan signed by a qualified Architect or Civil Engineer indicating in column 4 building parameters as it exists at the time of making the application.”

(b) after sub-clause (c) of clause (4) the following proviso shall be inserted namely:—

“Provided that for buildings built and in use before 2017 application can be submitted without approved building plan. However, the applicant will upload one or more of the following official documents to establish that the building has been in occupation prior to 2017, such as, electric bill, water bill, holding tax receipt and any other document or correspondence issued by a government agency.”

(c) In clause (4), after sub-clause (v), the following sub-clauses shall be inserted, namely:

“(vi) Load bearing capacity certificate for the driveway and internal road.

(vii) Fire rating certificate of walls, exit doors (fire check doors), false ceiling materials, lift car and lift landing doors.

(viii) Fire Safety Installation plan(s) of first-aid firefighting equipment, smoke detectors, fire alarm system, hydrants, sprinkler system and water calculation of installed fire gadgets etc.

(ix) Safety Certificate issued by competent authority for Electrical installation.

(x) Certification for the fire safety installation; and

(xi) Structural stability Certificate.”

7. In the said rules, in the Form-IV, the following paragraph shall be added at the end namely:—

“For buildings built and in use before 2017 that has no approved building plan, the Inspection Report in column 6 shall indicate compliance to National Building Code or local bye-laws or any other applicable law and state whether in the opinion of the authorized officer the building has reasonable fire safety measures.”

8. In the said rules, after Form-IV, the followings “Form-IV-(A)” shall be inserted, namely:—

“FORM- IV (A)

(Clause (a) of sub-rule (14) of rule 9)

Certificate by the Licensed Agency regarding the compliance of the Fire Prevention and Fire Safety Measures.

CERTIFICATE

Certified that I/We have executed the works towards compliance in relation to Measures to be provided and performed other related activities required to be carried out, in the following buildings or premises or occupancies, as required under the provisions of the O.F.P & F.S Rule-2017.

Description and Location of Buildings or Premises or Occupancies

The details of the work and related activities which I or we have executed or performed are mentioned in the list appended herewith.

Place: Signature and Address of the Licensed Agency.

Date: License No.”

(***Note**--- For each building/tower a separate certificate in Form – IV(A) should be necessary)

9. In the said rules, after the “Form – IV (A)”, the followings “Form-IV (B)” shall be inserted, namely:—

“FORM- IV (B)

(Clause (b) of sub-rule (14) of rule 9)

Six monthly Certificates to be given in every January and July/Once in a year by the owner or the occupier for compliance of the Fire Prevention and Fire safety measures.

CERTIFICATE

Certified that I/ We have carried out inspection of the Measures in the following buildings or premises or occupancies, namely*:—

.....

I/We further certify that these installations in the above mentioned buildings or premises or occupancies are maintained in good repair and efficient conditions during the periodas required under the provisions of the O.F.P. & F.S Rule -2017. The details of the inspection of installations carried out by me/us are mentioned in the report appended along with photographs (min. 20 nos.) of inspection stages of Fire safety installations. Any lapses in fire safety installation during fire incident if any shall be my responsibility.

Place:	Signature and Address of the Licensed Agency
Date:	License No.”

(***Note.** ----- Detailed location and postal addresses are to be provided here).

10. (a) In the said rules, after the “Form – XVII”, the followings “Form-XVIII” shall be inserted, namely:—

“FORM XVIII

[sub-rule (16) and (19) of rule 9]

Application for License to act as Licensed Agency

To

The Licensing Authority

Sub: Grant or renewal of License to act as Licensed Agency for the purposes of the O.F.P. & F.S Rule-2017.

Sir,

The undersigned hereby applies for grant of or renewal of License to act as a Licensed Agency for undertaking and executing the work of providing installation of equipment and maintenance of fire prevention and Fire safety measures in buildings/premises/occupancies. The particulars regarding the Agency are given below:-

(1) Full name of the Applicant

(In capital Letters).

(2) Whether Licensed Agency will be
proprietary concern or an Association
of persons such as a Firm or company, etc.

(3) Registration No. of Firm or Company

(Copies of Registration Certificate,
Article of Association or other relevant
document appended)

(4) Address

(5) If the Licensed Agency will be.-----

(a) A proprietary concern, the name qualification and address of the person operating the same.

(b) A firm of company, names, qualifications and addresses of each of the partners, or as the case may be, Directors.

(6) Office address from where the Agency will act as a Licensed Agency -----

(7) Class for which License is applied for -----

(8) Personnel with the Agency -----

(a) Supervisory staff-names, qualifications and addresses of each.

(b) Other employees-names, qualifications and addresses of each.

(9) Details of work with regard to fire prevention and Fire safety measures, if any, undertaken and executed previously----

(a) Name or nature of work

(b) Approximate cost of work

(c) Whether the work executed or still in progress and remains to be executed.

(Note.— Original or attested copies of Certificate of verification of above details by the officers under whom works are carried out are attached.)

(10) Technical qualifications and experience of the proprietor or partners of directors and dealing technical officers or employees of or with the applicant.

(11) Workshop machinery, tools and plant owned by the applicant, (location and site of workshop and full details to be given).

(12) Whether enlisted with any other Department or Organization in any other State. If so, in which category.

(a) Has the applicant or his partners or Directors been blacklisted in the past by any government Department or Organization or other State?

(b) Has the applicant applied for registration elsewhere in his name or in the names of partner, Director or firm or company? If so, whether the application is rejected? Give particulars.

(13) Whether the applicant has produced up to date Income tax certificate.

(14) Amount of solvency certificate which the applicant has held or produced.

(15) A fee of Rs..... Remitted herewith by Demand Draft No.----- Dated -----Drawn on ----- Bank.

(16) If the application is for renewal of the existing license, the details in respect of the license and the period of its validity (copy of the license appended).

(17) Whether, the license to act as Licensed Agency granted any time previously has been suspended or cancelled; and if so, reasons thereof.

I/We certify that I/We have not been and will not get myself or ourselves registered as contractor in the department under more than one name."

Thanking you,

Yours faithfully,

(Applicant)

11. In the said rules, after the “Form – XVIII”, the followings “Form-XIX” shall be inserted, namely:—

“FORM XIX

[See sub-rule (17) of rule 9]

License to act as a Licensed Agency for the purposes of Fire Prevention and Fire Safety Measures

License No.

Date:

License is hereby granted or renewed under the provisions of the O.F.P. & F.S Rule-2017 to _____ having their registered office at _____, to act as a Licensed Agency for the purposes of the said Act for execution of the fire prevention and Fire safety measures in relation to _____ in class local authority or planning authority.

Subject to the provisions of sub-rule (17) of rule 9 of the O.F.P. & F.S Rule-2017, the License will be valid for a period from _____ to _____.”

Licensing Authority

12. In the said rules, after the “Form – XIX”, the followings “Form-XX” shall be inserted, namely:—

“FORM XX

[sub-rule(20) of rule 9]

Notice to show cause as to why license granted or renewed to act as a Licensed Agency be not suspended or cancelled

To

Where a License to act as Licensed Agency for the purpose of the O.F.P. & F.S Rule-2017, being a license No. _____ dated _____ has been granted or renewed in the name of _____; and the license so granted or renewed was subject to the provisions and the conditions of License, specified in sub-rule (18) of rule 9 of the O.F.P. & F.S Rule -2017;

And whereas it is noticed that you are guilty of the following acts, namely:—

- (1)
- (2)
- (3)

And where these acts amount to _____

Now, Therefore, in exercise of the powers conferred on me by O.F.P. & F.S Rule-2017, I, hereby call upon you to show cause in writing so as to reach the undersigned by _____ on _____ as to why the license so granted or renewed in your favor should not be suspended or cancelled.”

Licensing Authority

_____”.

[No.11664—HOME-PS-RULE-0001/2024/FS.]

By Order of the Governor

SATYABRATA SAHU

Additional Chief Secretary to Government